

Cemetery Activity

2004 Year End Report

Delta Township operates two cemeteries, Delta Center and Delta Hillside. Both are recognized as being among the finest in the greater Lansing area. They are very well maintained, the staff always provides professional service, and the record keeping and information services are state of the art. Numerous times throughout the year comments are received by the Clerk's Office and the Parks, Recreation and Cemeteries office about the quality of this operation.

The Cemetery Activity contains the expenses for the wages and fringe benefits for the Cemetery Supervisor; however, this person performs many tasks that are outside of the responsibilities of the cemetery operation. Examples of this appear throughout this report. The remainder of the cemetery budget is dedicated to the operation and maintenance of our two Township cemeteries. The Cemetery Supervisor coordinates the operation of the recycling center on Millett Highway and he was the lead person in the many special projects that this department

performs throughout the year. However, his main responsibility remains the oversight of all burials and taking care of lot sales. Many of the projects he supervised took advantage of the Eaton County Community Work Crew.

The cemetery operation takes a great deal of time performing the routine functions such as:

- Cemetery burial space sales
- Grave openings and closings
- Grave marker foundations
- Grass mowing and trimming
- Grave maintenance – re-seeding and sodding and repair of settled graves
- Snow removal
- Leaf removal
- Cemetery equipment maintenance
- Maintenance of the three buildings located within the cemeteries



Many projects take place in the cemeteries that individually may go unnoticed by the general public; however, when they are added together they will show why our cemeteries are the finest in the area. Also listed below are a few more significant one-time projects that greatly add to the quality of our facilities.

- Constructed phase one of the new cremation section at Hillside Cemetery (to be opened in summer, 2005)
- Purchased and installed a new veterans' plaque (recognizing all veterans) at Delta Center
- Developed additional lots in the cremation section at Delta Center
- Power washed the chapel and both maintenance garages
- Installed and trimmed shrubbery and bushes
- Painted trash cans
- Painted the pump house at Hillside
- Seal coated the roads at Delta Center
- Repaired several areas of the water lines
- Planted flowers
- Placed and retrieved approximately 500 flags marking veterans' graves for Memorial Day weekend



The Cemetery Activity works very closely with the Delta Township Clerk's Office, as this office is responsible for the record keeping of all cemetery lot sales, burial rights ownership, and burials. In addition, they handle most



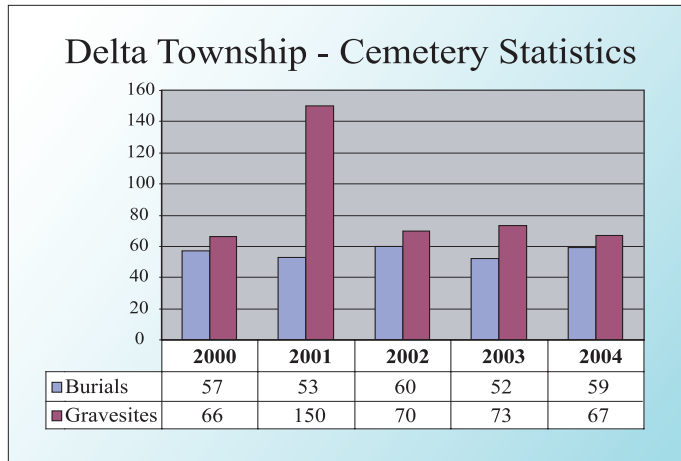
of the office contact with the public in the above functions as well as processing requests for genealogical information. The Clerk's Office also processes many of the requests for grave openings from area funeral directors. The cooperative effort between the Parks, Recreation and Cemeteries Department and the Clerk's Office is an important part in providing the quality we are known for.

In addition to cemetery operations and maintenance and the Recycling Center work, the cemetery staff was involved in many other activities outside these areas, such as the Township Administration Building, Enrichment Center, and Community Center maintenance and improvements, as well as other miscellaneous projects. Below is a list of some of the various projects in which they were involved.



- Snow removal at the Administration Building complex; Community, Enrichment, and Recycling Centers, and occasionally at the Township's Fire Stations and routes to some of the Waverly Schools
- Administration Building flowers and landscape planting and care
- Police Building, Enrichment Center, and Community Center landscape maintenance
- Installed new drive up deposit box and poured concrete walkway to it
- Assisted on set up and take down for two elections, directed traffic at two sites on the day of the General Election
- Maintained the "Welcome to Delta" sign
- Enrichment Center – seal coated the parking lot
- Enrichment Center – painted several areas
- Enrichment Center – built shelving for book processing area
- Enrichment Center – painted all HVAC equipment on roof of building
- Police Building – interior wall repair and painting
- Police Building – remodeled lunch room and expanded area to twice its original size
- Police Building – re-constructed the front parking lot
- Community Center – painted the lower level, including drywall repair
- Community Center – numerous repairs on tables and chairs
- Community Center – installed new blinds on the upper level windows
- Community Center – seal coated parking lot and entry drive
- Administration Building – replaced trees removed from the Emerald Ash Borer infestation
- Installed and removed Christmas decorations at the Administration Building, Community Center, and Police Building
- Fire Station #3 – painted entire interior except living quarters
- Fire Station #3 – removed old carpeting and prepared surface for new carpet installation
- Fire Station #2 – painted doors
- Fire Station #2 – trimmed large trees on site
- Fire Station #2 – seal coated parking lot and drive
- Cleaned up the Lake Iris site
- Assisted in the enforcement of the Noxious Weed Ordinance

During 2004, the staff performed 59 burials and sold 67 gravesites (57 regular plots, 6 cremation lots, and 4 columbarium niches). These numbers fluctuate from year to year especially when there are anticipated rate increases. The last increase was in 2001 when over twice the number of grave sites



were sold than in the year before and the year after the increase. The sales in 2004 were typical of years when not influenced by fee increases. The chart also shows that the numbers of burials that have taken place are fairly consistent with previous years.

Outlook for 2005

The upcoming year will indeed continue to be a busy one for the entire Parks, Recreation and Cemeteries operation. We have a few cemetery projects that we hope to accomplish. We will be constructing the second phase of a new cremation section at Hillside. This area should open during the early summer of 2005. Another substantial project will be laying out and surveying a new section at Delta Center Cemetery. This section will be located on the north side's eastern-most area. The office staff will be working on updating all of the maps that are used for public distribution. We will also continue to add to the maps that are listed on the departmental Web site. Our efforts to control the grub infestation at both cemeteries will continue as it was in 2004 when we were quite successful in controlling the damage due to these pests. Another project slated for 2005 will be painting of the entire chapel and the boundary fence. We will also continue to perform many miscellaneous projects such as those listed in the 2004 summary. The Parks and Recreation division may be involved with construction of additional trails similar to those constructed at Hunter's Orchard

Park. Plans are under way to construct trails at Hawk Meadow and there may be other areas in the township that can be constructed based on the results of the new Non-Motorized Transportation Plan being developed at this time. If this becomes a reality this project will require assistance from the Cemetery staff whenever they are available. Our main goal, however, will be to continue to provide the best possible cemetery services for the residents of Delta Township.

